

DENHAM PARISH COUNCIL

Agenda for the PARISH COUNCIL Meeting

Monday 9 October 2017

At 7.30pm in the Parish Council Office, Village Hall, Denham.

The Press and Public are entitled to attend the meeting. However, the Council may pass a resolution excluding them at any time or at any stage of the proceedings on the grounds that specified items of business may involve the likely disclosure of exempt information.

Members are reminded that they should declare publicly any interest that they might have in any matter (whether it is apparent in the agenda or not) immediately prior to any discussion on it. They should state whether it is a personal interest only, or a prejudicial interest as well, and what the nature of the interest is.

1. Apologies for Absence
2. To Receive a Report From Ron James, Treasurer of Higher Denham Community Association About their Community Right to Build Proposal.
3. Public Session
4. Notification of any urgent other business to be taken under item 18
5. Matters dealt with under Urgent Action since Last Meeting
6. Chairman's Report
 1. Local Area Forum
 2. Public Forums
7. Parish Council Office and Staffing
 1. Update on staffing position
 2. Respect for the Staff's position at this time
 3. Respect of Working Space
8. Reports from County Councillor
9. Reports from District Councillors
10. Associate Members
11. Reports from Outside Bodies

The minutes from the Denham Aerodrome Consultative Committee meeting held on Wednesday 14 June 2017 are included with papers for this meeting.
12. Website and Tablets Update

13. Neighbourhood Plan
To receive Minutes of the First Meeting of the Neighbourhood Planning Working Party
14. Correspondence List
To note correspondence since the last meeting. Please advise the Clerk in advance of the meeting of any item you require a copy of.
15. Financial Matters and Reports
 - (i) Bank Balance: The Barclays current account balance at 3 October 2017 is £181,140.24 (October Precept money received)
 - (ii) Expenditure and Budget Report: a copy of the expenditure against budget report will be available at the meeting.
 - (iii) Payments to Approve: a list of payments to approve is included with papers for this meeting.
16. Approval of Parish Council Minutes
To approve the minutes of the full Council Meeting held on 10th July 2017 and matters arising.
To approve the minutes of the Extraordinary Council Meeting held on 2nd August 2017 and matters arising.
17. Approval of Committee Minutes
To approve the minutes of the Committees below and matters arising from them.
Planning Committee Meeting held on 12 September 2017
Communities Meeting held on 26 September 2017
Services Committee Meeting held on 2 October 2017
18. Any other Business
Any items agreed under item 3 above.
19. Date of Next Meeting
To confirm the date of the next meeting as **Monday 13 November 2017 starting at 7.30pm** with a Public Session, in the Parish Council Office.
20. **Part 2 Confidential Members Only**

Notices

Upcoming Committee meetings scheduled are as follows (all in the Parish Council Office).

7.30pm	Monday	16 October 2017	Budget Preparation (Committee Chairs/VChairs)
7.00pm	Tuesday	24 October 2017	Planning
8.00pm	Tuesday	24 October 2017	Communities
7.30pm	Monday	13 November 2017	Council/Finance

SAVE THE DATES

Wednesday 29 November 2017 Denham Green Christmas Fayre

Friday 8 December 2017 Carols Around Christmas Tree, Denham Village Green

Roy Hill

Co Clerk - 4 October 2017

DENHAM AERODROME CONSULTATIVE COMMITTEE

MINUTES OF THE 187th MEETING HELD ON WEDNESDAY

14th June 2017

Present:

Dr J Newby Chairman
Mr R Reed
Mr P Roberts
Mr J Rush
Mr B Crowe
Mr P Brading
Mr J Stewart
Mr M Giachi
Mrs B Paul
Ms A Paul
Mr T Callaway

From:

Denham Parish Council
South Bucks District Council
Gerrards Cross Parish Council
Chalfont St Peter Parish Council
London Borough of Hillingdon
Three Rivers District Council
Helicopter Operators
Commercial Operators
Aerodrome Operator
Aerodrome Operator
Visitor

1. Apologies for Absence

Apologies had been received from the representative for Chiltern District Council. Mr Jonathan Rush introduced himself as replacement for Mr Hatton representing Chalfont St Peter Parish Council. Ms A Paul taking the minutes.

2. Approval of Minutes

The Chairman asked if there were any comments on the draft minutes of the last meeting. There were none and the minutes were signed by the Chairman as a correct record.

3. Election of Chairman

The representative for DPC stood down. The AO thanked the representative for DPC for serving as Chairman and asked for nominations. The representative for SBDC nominated the representative for DPC. The representative for TRDC seconded the nomination. The AO asked if there were any other nominations. There were none and the representative for DPC was re-elected as chairman.

4. Matters Arising

The representative for TRDC asked if there had been any developments regarding travellers. The AO said she understood that some were still in the area. The representative for SBDC said it was very difficult to move them on. There was a short discussion.

The AO distributed photocopies of an article which summarised the court case the aerodrome had been involved in. She reported that a hearing had taken place at the Court of Appeal on 5th and 6th April. The Court of Appeal had overturned the judgment from the previous year and allowed the appeal, finding in favour of the aerodrome. The Court of Appeal had found that the evidence showed the helicopters were carrying out training in accordance with normal aviation practice and that they were protected under a statutory immunity.

5. Complaints Received

The AO said that in the first quarter of the year there had been no complaints received. Since the previous meeting a complaint had been received from a woman who lived near the aerodrome about an aircraft that departed at 4.30am. A letter had been written in reply. The representative for TRDC asked how often very late or very early flights happened. The Assistant to the AO said that very late or very early flights were not frequent, although the recent weekend of the Champions League in Cardiff was unusual with fifteen requests but only four were permitted by the Aerodrome Manager in consideration of the neighbours.

The AO reported that a written complaint had been received from a man in Harefield who had complained before that aircraft were not following the correct route. She read the letter to the

meeting. She said that she had written to the man before and had explained that although most aircraft arrive from or depart to the north nevertheless some arrive from the east, west or south. She said she was not sure what she could add to her previous letters, but she had offered the man a meeting.

The AO reported that four further complaints had been received from people who had not left their address and she had not been able to write in reply.

The Assistant to the AO said that some weeks earlier she had met with a member of the Civil Aviation Authority about a man in Little Chalfont who had complained to the CAA about aircraft flying over his house which he alleged were below 500'. The man had complained about a number of aircraft and the Assistant to the AO had provided to the CAA information about three which were from the aerodrome. She had received an update from the CAA: the CAA had obtained radar traces of the three aircraft which showed that they were all at heights of 900' - 1000' rather than below 500' as the complainant had alleged, and the CAA was not taking the matter any further.

The AO reported that practising landing and taking off on the sloping ground site had taken place a total of 43 times since the last meeting.

The Chairman asked if any other members had received any complaints. The representative for CSPPC said that an aircraft had flown over at about 8pm on the evening of Tuesday 13th June. The AO said she would investigate.

No other members had received any complaints.

6. Planning Local

The AO reported that since the last meeting letters had been written in response to twenty-eight planning applications for extended or new accommodation in the ATZ to draw attention to the presence of the aerodrome and the fact that people in those places would see and hear aircraft. These applications were mostly for replacement houses, extra houses, or large extensions.

7. Planning Aerodrome

The AO said that a planning application to replace a house adjacent to the aerodrome had been refused largely on grounds of access. The application would need to be adjusted and resubmitted.

8. Any Other Business

The Assistant to the AO said that a photo shoot was going to take place for Vanity Fair featuring Fraser Corsan who had recently broken the world record for the greatest speed flown in a wingsuit (249mph), making him the fastest man in the world without the use of machinery. He was raising money for the armed forces charity SSAFA.

9. Date of Meetings

Meetings in 2017 will take place on:

- Wednesday 13th September 2017 at 10:00am
- Wednesday 6th December 2017 at 11:00am.
10.00am

Minutes of the Neighbourhood Plan Working Party Committee Meeting

Held on Tuesday 25th September 2017 at 7.00pm in the Council Office

Attendees: Alan Head (Chair) (Resident)

Residents: Edna Austin , Steve Buck, Jon Huntley, Roy Lyle, Glenda Barney, Glenys Price ,

J Young,

Cllrs Sharon Williams, Sylvia Jefferys, Marilyn Heath

Clerk: Jane Lawrence

1. Apologies for Absence

Helen Archer (Community Impact Bucks), Cllr Julia Walsh, Cllr Sproul, Cllr Guy Hollis, Cllr Karina Bowen

2. Matters dealt with under Urgent Action since Last Meeting

None

3. Members of the Neighbourhood Plan Working Party to be confirmed

Chair Alan Head gave a warm welcome to all councillors and residents who attended the first Neighbourhood Plan Working Party meeting.

The first Members of the working party are confirmed as resident Alan Head (Chair) Cllr Marilyn Heath, Cllr Sylvia Jefferys, Cllr Sharon Williams, Cllr Sam Sproul and Cllr Karina Bowen. The Terms of Reference allow for up to 10 voting members 5 of which must be DPC Councillors including the Chairman and the remaining 5 made up of residents. Members of the public are welcome to attend and make a contribution to the meeting but are unable to vote. Resident Glenys Price queried the voting mechanism the Chair explained and suggested residents come forward to become formal members.

4. Terms of Reference

Amendments were made and agreed by the Parish Council to the draft Terms of Reference at its meeting on the 11th September 2017.

5. Appointment of Neil Homer from ONEILLHOMER LTD to provide professional support

Neil Homer has been contacted and will provide a letter of engagement along with scope and budget.

Alan Head asked that the Parish arrange funding and understands that there is capped funds to pay for consultants fees. Parish Council to request help from Helen Archer from Community Impact Bucks for starting the grant process as soon as possible.

Questions were raised with regards to the time limit for applying for funds It has been mentioned by Community Impact Bucks that funding is likely to be extended.

John Huntley asked whether there was a possibility that the cost of the consultant's services if the funding threshold is raised. Alan Head asked the Working Party if he could talk to Neil Homer about charges he will report back at the next meeting.

A copy of the presentation given to DPC Council by Neil Homer was circulated to the working party including references and the change of name RCOH Ltd to ONEILLHOMER LTD. The reason for the name change was explained by Mr Homer in the email provided to the Parish previously.

6. South Bucks Official Decision Notice

Before this item was discussed Alan Head asked if there was anyone here related to the Higher Denham Community Association Neighbourhood Plan Application.

No one came forward as being related to the Higher Denham Community Association Neighbourhood Plan.

The application has been refused as the total Parish Area has been agreed instead making one Neighbourhood Plan as applied for Denham Parish Council. Higher Denham Community Association will now have to progress their project through normal planning applications. Marilyn Heath Chair at Denham Parish Council will arrange a meeting with higher Denham Community Association at a later date. Marilyn Heath explained why it has to go through planning as the house will be on greenbelt land. The planning application will come through the Parish. John Young asked whether we should support High Denham Community Association. He was told that the Parish would be neither agreeing or objecting to the application.

7. Project Plan

Alan Head had put together a Project Plan with a time line that would take the Neighbourhood Plan through to (4.04)final approval and (4.05)submission to South Bucks District Council but not through to (5) Examination and the (6) Referendum/Public Decision.

Alan (1.04) is important that we set a plan with our consultants about what we like to do.

Steve Buck asked who could go to the workshops, Alan explained that anybody who attends the Working Party meetings but not the general public.

From the workshop (2.01/2.02) draft plans would be put together before (2.05) the Public Consultation it would then be reworked and another consultation (3.01)

The final stages would include the application being inspected by an independent Examiner before it goes out to a Public Decision. Alan said he would like to think in 2 years, we would be complete. It was decided that the workshops be arranged as a matter of urgency. It was agreed they would be for 3 hours. It was suggested that the evenings would not be suitable. It was agreed that the first Workshop would be on Saturday 11th November 2017 starting at 10.00 am at the Parish Council Office. The **Clerk** will contact Neil Homer to ask if he is able to attend the Workshop. The Parish will provide refreshments.

Alan pointed out that the project usually takes about 2 years and it is not a quick process. Resident Steven Buck asked whether we would manage to get it completed by time the Local Plan is implemented. Alan informed the Working party it has now been pushed onto the middle of next year but it could change so we need to move on to make sure we are listened to.

8. Major Topics to be included in Plan

A list of major subject areas was handed to the Working Party.

Alan asked if anyone had a problem with greenbelt being lower on the list. The list closely follows the South Bucks District Council template. Alan said it was our opportunity to be constructive about how we would like things to go forward bearing in mind it is a document that is going to be around for a very long time so it is best to follow this structure, other issues can be picked up that come out of the information gathered as they are not planning and will be a problem at the application stage. A lot of the things will come under economic development ie doctors/housing which is classed as infrastructure.

Alan Head asked all Working Party members to think about the headings that had been given and send in ideas to the Clerk about each one. For example (1) Portraits of Denham Parish, this could be start talking about area the local area, verbal and photos, history, settlements and famous people and landmarks, (2) SBDC Context & Local Plan Status, this is not just about Bucks but the context of Denham inside Bucks and other surrounding areas. (3) Consultation Response, how do we drive the consultation? Evidence is needed for

the consultation, it was suggested that the questionnaires from the public meetings be pulled together and see if there is any that are relevant responses that could be used for the plan. (4) The Vision, We need to work out what we want. (5) Strategic consideration, a draft of South Bucks District Headings so we can work to their agenda which would include Infrastructure, Housing and Economic Development. Resident John Young asked if this included communication, Alan Head said it would be included in (5)

Sylvia Jefferys had completed a Transport Management Development Plan for the Co-Clerk which could be used in our Neighbourhood Plan. The **Clerk** will forward the survey to all Working Party members by email for them to read. The survey is now closed so information only. Sharon Williams she had attended an HS2 meeting and explained that lorries will have stickers in their cabs so they can be tracked as they use the facilities of Denham for example laybys when they shouldn't be.

Resident Glenys Price asked if she could see a Neighbourhood Plan . Alan said he would select another Neighbourhood Plan and send to the Clerk to forward to her.

A to do list will be put together at the end of the project for the Parish Council from information gathered.

9. Any Other Matters

Resident Edna Austin offered to do research on how Higher Denham came to be for Item 1 Portrait of Denham Parish

Clerk to invite Neil Homer to meeting on the 18th October 2017 to get ready for workshops. Marilyn Heath asked when do we talk to SBDC? Alan suggested ask Neil when to involve SBDC as we need to know what we want to talk about before we book a meeting with them. Possibly meet in January 2018 with SBDC. Resident Jon Huntly suggested that if short meetings are required to be more efficient with time we could include SBDC or Neil by Skype.

Before the next meeting all the members of the Working party members were asked to come up with some of the headers "one liners" and individuals "Vision" for how they would like to see Denham in the future for the 18th October meeting so they can be discussed before the workshop on 11th November 2017.

10. Next Meeting

The next meeting will be held on **Wednesday 18th October 2017** at **7.15 pm** in the Parish Council Office.

Future meetings will be on the 3rd Wednesday of each and are currently booked for **Wednesday 15th November 2017 & Wednesday 20th December 2017** at **7.15 pm** in the Parish Council Office, additional dates will be added for next year when agreed.

Jane Lawrence
Clerk

20/09/2017

Meeting closed at 8.45 pm

Correspondence List for Full Council Meeting on Monday 9 October 2017

Date	No	Code	From	Subject
	0541	P	SBDC Planning	List valid applications w/e 07.07.17
19-Jul	0546	P	R Lyle, Resident	Boundary Extension complaint (RoW)
	0547	P	SBDC Planning	17/01293/LBC Deluxe Labs, alteration to existing hand rail - Comments
	0548	P	SBDC Planning	17/01298/FUL 1 River Walk, Replacement Dwelling - Comments
	0555	P	SBDC Planning	17/01306/LBC Southlands Manor, Single storey side & rear extension
	0556	P	SBDC Planning	17/01305/LBC Southlands Manor, Single storey side & rear extension
20-Jul	0559	P	SBDC Planning	List of Valid Applications 14.07.17
	0560	P	SBDC Planning	17/00983/CLOPED 16 Nightingale Way, convert garage into hab accomodation - Lawful
	0562	P	SBDC Planning	17/01059/FUL 14 Penn Drive, 2 storey front rear & side ext - Granted
	0568	P	SBDC Planning	17/01373/FUL 4 Willow Ave, proch & single storey ext -Comments
	0569	P	SBDC Planning	17/00875/FUL Land off Bakers Wood, static caravan, tourer and vehicles - Refused
	0587	P	SBDC Planning	17/01000/FUL 9 Pollard Avenue Den Grn, single storey side & rear - Granted
	0588	P	SBDC Planning	17/01040/FUL 39 Lindsey Rd, single storey front & change of use to garage - Granted
	0589	P	SBDC Planning	17/01177/GPDE 16 Nightingale Way, single storey rear ext - approval not required
	0592	P	SBDC Planning	16/02356/FUL & 16/02357/LBC Roseneath, Appeal Neighbour Letter
	0598	P	SBDC Planning	List of valid applications w/e 21.07.17
28-Jul	0604	P	SBDC Planning	17/01129/CAN 8 Baconsmead, Reduce height of Sycamore - agreed
	0613	P	SBDC Planning	17/01028/FUL 9 Denham Way 1st floor side & single storey ext - Granted
	0615	P	R Lyle, Resident	Requires update on progress of Bridle Path
02-Aug	0616	P	Igloo Planning	Neighbourhood Planning
03-Aug	0619	P	SBDC Planning	17/01204/GPDE Woodhurst Drive Pt 2/1 storey side ext - Refused
	0620	P	SBDC Planning	17/01001/CLOPED 60 Middle Road single storey - Lawful
	0621	P	S Bucks, Resident	Development of 69 Denham Green Lane
	0623	P	SBDC Planning	List of valid applications w/e 28.07.17
	0626	P	SBDC Planning	17/00962/FUL 8 Campion Close Single storey rear extension - Permitted
04-Aug	0627	P	R Lyle, Resident	Help for DPC re Car Boot Field
	0632	P	SBDC Planning	17/01051/FUL 19 Upper Road, alterations to front & raised patio - Permitted
	0633	P	J Dark, Resident	Complaint with Planning 16/00963/FUL
	0634	P	A Head	Neighbourhood Plan Update
	0649	P	SBDC Planning	17/01090/FUL 2 Misbourne Meadows triple garage - Granted
	0650	P	SBDC Planning	17/01093/FUL 12 Nine Stiles Close, 2 storey side and rear ext - Permitted
10-Aug	0651	P	SBDC Planning	17/01347/FUL 5a Willow Ave, single storey side & rear ext - Comments
	0654	P	SBDC Planning	17/01279/CAN Fayrstedde village Rd, crown cherry - No TPO to be made
	0657	P	Chiltern.gov	Denham Parish Neighbourhood area application
	0658	P	SBDC Planning	17/01134/FUL 1 Bowyer Crescent, single storey side & rear ext - Permitted
	0660	P	J Hollands, Resident	Concerns regarding development at 69 Denham Green Lane

Transactions

COMMUNITY

20-89-16 73898563

Available balance 	£181,140.24
Last night's balance 	£181,140.24
Overdraft limit	£0.00

Showing 1-50 of 57 transactions between 04/09/2017 and 04/10/2017

[Don't recognise a transaction?](#)[Export All](#)[Download all \(PDF\)](#)[Print page](#)See your pending debit card transactions 

Date	Description	Money In	Money Out	Balance
03/10/2017	GIBBS GILL CLT GEN	£1,244.04		£181,140.24
03/10/2017	BRITISH GAS SERV		-£24.00	£179,896.20
02/10/2017	WHITE H	£25.00		£179,920.20
02/10/2017	DENHAM CRICKET CLU	£180.75		£179,895.20
02/10/2017	VIKING OFFICE SUPP		-£375.69	£179,714.45
29/09/2017	NICOT HCA	£25.00		£180,090.14
29/09/2017	SBDC PAYMENTS AC	£90,477.50		£180,065.14
29/09/2017	ENTERPRISE INNS	£60.00		£89,587.64

[Don't recognise a transaction?](#)[Export All](#)[Download all \(PDF\)](#)[Print page](#)

Date	Description	Money in	Money Out	Balance
29/09/2017	SOUTHERN ELECTRIC		-£125.26	£89,527.64
28/09/2017	GILLAIN LJ & GA	£25.00		£89,652.90
28/09/2017	DENHAM BOWLS CLB	£178.99		£89,627.90
28/09/2017	S + D LAWRENCE		-£1,972.29	£89,448.91
28/09/2017	ROY HILL		-£1,118.75	£91,421.20
28/09/2017	JOHN M COLEMAN		-£1,042.49	£92,539.95
28/09/2017	SUSAN LUCKHURST		-£828.19	£93,582.44
28/09/2017	SOLO PROTECT		-£22.74	£94,410.63
25/09/2017	42GERRARDS CROSS T	£8.00		£94,433.37
25/09/2017	42GERRARDS CROSS T	£862.50		£94,425.37
25/09/2017	JONES RM	£25.00		£93,562.87
22/09/2017	SSE ENTERPRISE		-£17,031.60	£93,537.87
22/09/2017	SSE ENTERPRISE		-£4,825.62	£110,569.47
22/09/2017	SSE ENTERPRISE		-£4,541.76	£115,395.09
22/09/2017	FIRST SERVICE CO		-£1,380.52	£119,936.85
22/09/2017	FIRST SERVICE CO		-£1,380.52	£121,317.37
22/09/2017	FIRST SERVICE CO		-£1,380.52	£122,697.89
22/09/2017	HDCA COM ASSOC		-£1,250.00	£124,078.41
22/09/2017	VISION ICT		-£825.00	£125,328.41
22/09/2017	G NEWELL		-£805.64	£126,153.41
22/09/2017	NEXUS		-£552.00	£126,959.05
22/09/2017	SSEN		-£435.44	£127,511.05
22/09/2017	NEXUS		-£432.00	£127,946.49
22/09/2017	RTA		-£216.00	£128,378.49
22/09/2017	RIALTAS		-£139.20	£128,594.49
22/09/2017	1ST CLASS SIGNS		-£90.00	£128,733.69

Date	Description	Money in	Money Out	Balance
22/09/2017	W NICHOLAS		-£40.00	£128,823.69
22/09/2017	RAYMOND NEWELL		-£40.00	£128,863.69
21/09/2017	KERBY M	£40.00		£128,903.69
18/09/2017	R MITCHELL	£50.00		£128,863.69
18/09/2017	SOUTHERN ELECTRIC		-£882.06	£128,813.69
15/09/2017	ARGOS LTD		-£64.99	£129,695.75
12/09/2017	43GERRARDS CROSS T	£90.00		£129,760.74
12/09/2017	DENHAM CRICKET CLU	£84.00		£129,670.74
12/09/2017	OKINE KATHLEEN	£50.00		£129,586.74
11/09/2017	ALLEN CH&SM	£25.00		£129,536.74
11/09/2017	SADLER S	£25.00		£129,511.74
11/09/2017	100016		-£50.00	£129,486.74
11/09/2017	100015		-£50.00	£129,536.74
08/09/2017	DENHAM CRICKET CLU	£59.74		£129,586.74
08/09/2017	SSE ENTERPRISE		-£18,450.90	£129,527.00
08/09/2017	SSE ENTERPRISE		-£5,677.20	£147,977.90
Don't recognise a transaction?		Export All	Download all (PDF)	Print page

Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 122702). Barclays Bank PLC adheres to The Standards of Lending Practice which is monitored and enforced by The Lending Standards Board. Further details can be found at www.lendingstandardsboard.org.uk. Barclays Insurance Services Company Limited is authorised and regulated by the Financial Conduct Authority (Financial Services Register number: 312078).

Barclays Bank PLC. Registered in England. Registered no. 1026167. Barclays Insurance Services Company Limited. Registered in England. Registered no. 973765. Registered office for both: 1 Churchill Place, London E14 5HP. 'The Woolwich' and 'Woolwich' are trademarks and trading names of Barclays Bank PLC. Barclays Business is a trading name of Barclays Bank PLC.

at 16:10

**Denham Parish Council Current Year
Annual Budget - By Centre**
Note: Full Council Meeting 9th October 2017

	<u>Last Year</u>		Brought Forward	Net Virement	<u>Current Year</u>			Total	Actual YTD	<u>Next Year</u>		
	Budget	Actual			Agreed	EMR				Agreed	EMR	Carried Forward
<u>100 Staffing</u>												
4000 Clerk & Co Clerk Salary	35,000	34,535	0	0	77,000	0	0	77,000	15,882	77,000	0	0
4001 Admin Assistant Salary	12,000	9,201	0	0	15,000	0	0	15,000	3,953	15,000	0	0
4020 Training	5,000	2,252	0	0	5,000	0	0	5,000	255	5,000	0	0
Overhead Expenditure	52,000	45,988	0	0	97,000	0	0	97,000	20,090	97,000	0	0
Movement to/(from) Gen Reserve	(52,000)	(45,988)			(97,000)			(97,000)	(20,090)	(97,000)		
<u>105 Administration</u>												
1076 Precept	103,635	103,635	0	0	0	0	0	0	90,478	0	0	0
1090 Bank Interest Received	0	303	0	0	0	0	0	0	0	0	0	0
1100 Parish Maps Income	50	60	0	0	0	0	0	0	28	0	0	0
1105 Photocopying Income	50	0	0	0	0	0	0	0	0	0	0	0
Total Income	103,735	103,998	0	0	0	0	0	0	90,506	0	0	0
4200 Office Rent	2,600	2,359	0	0	2,800	0	0	2,800	786	2,800	0	0
4205 Office Electricity/Gas	1,500	1,141	0	0	1,500	0	0	1,500	581	1,500	0	0
4210 Office Redecoration	2,800	2,800	0	0	600	0	0	600	0	600	0	0
4215 Office Telephone/Broadband	1,300	987	0	0	1,000	0	0	1,000	725	1,000	0	0
4225 Office Stationery & Publichns	1,250	1,285	0	0	1,000	0	0	1,000	258	1,000	0	0
4230 Office Equipment	1,100	1,060	0	0	1,500	0	0	1,500	92	1,500	0	0
4235 Office Cleaning	520	455	0	0	600	0	0	600	251	600	0	0
4236 Office Sundries	650	677	0	0	250	0	0	250	346	250	0	0
4240 Room Hire	250	0	0	0	250	0	0	250	0	250	0	0
4245 Postage	500	51	0	0	500	0	0	500	2	500	0	0

Continued on next page

at 16:10

Denham Parish Council Current Year
Annual Budget - By Centre
Note: Full Council Meeting 9th October 2017

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4250 Photocopier costs	3,100	2,052	0	0	2,500	0	2,500	301	2,500	0	0
4255 Computer costs	4,000	4,318	0	0	7,000	0	7,000	3,097	7,000	0	0
4260 Audit Fees	1,500	225	0	0	1,500	0	1,500	557	1,500	0	0
4265 Advertising (contract/staff)	1,000	840	0	0	1,000	0	1,000	5,940	1,000	0	0
4270 Chairman's discr Expenses	1,000	647	0	0	1,000	0	1,000	9	1,000	0	0
4271 Bank Charges	0	13	0	0	0	0	0	0	0	0	0
4280 Professional Fees	16,484	1,020	21,684	0	5,000	0	26,684	1,347	5,000	0	21,684
4420 Safety Inspection	200	111	0	0	200	0	200	200	200	0	0
4422 General Maintenance	1,000	980	0	0	1,000	0	1,000	367	1,000	0	0
Overhead Expenditure	40,754	21,019	21,684	0	29,200	0	50,884	14,860	29,200	0	21,684
Movement to/(from) Gen Reserve	62,981	82,979			(29,200)		(50,884)	75,645	(29,200)		
110 Elections											
4300 Election Expenses	5,000	0	0	0	0	0	0	0	0	0	0
Overhead Expenditure	5,000	0	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(5,000)	0			0		0	0	0		
115 Subscriptions											
4331 Chiltern Society subs	30	0	0	0	30	0	30	0	30	0	0
4332 BALC subs	1,200	1,016	0	0	1,500	0	1,500	1,102	1,500	0	0
4333 SBALC subs	100	64	0	0	100	0	100	0	100	0	0
4334 Bucks Assoc Play Field subs	25	20	0	0	25	0	25	0	25	0	0
4335 London Green Belt Cncl subs	50	25	0	0	50	0	50	0	50	0	0
4336 Open Spaces Society subs	50	45	0	0	50	0	50	0	50	0	0

Continued on next page

**Denham Parish Council Current Year
Annual Budget - By Centre**

Note: Full Council Meeting 9th October 2017

	<u>Last Year</u>		Brought Forward	Net Virement	<u>Current Year</u>					<u>Next Year</u>		
	Budget	Actual			Agreed	EMR	Total	Actual YTD		Agreed	EMR	Carried Forward
4337 CPRE subs	50	36	0	0	50	0	50	0		50	0	0
4338 Salvation Army Xmas Appeal	100	45	0	0	100	0	100	0		100	0	0
Overhead Expenditure	1,605	1,251	0	0	1,905	0	1,905	1,102		1,905	0	0
Movement to/(from) Gen Reserve	(1,605)	(1,251)			(1,905)		(1,905)	(1,102)		(1,905)		
120 Grants												
4359 Martin Baker Yth Football Team	0	200	0	0	0	0	0	0		0	0	0
4362 Padstones (SB Young Homeless)	850	0	0	0	0	0	0	0		0	0	0
4363 Madelene Paton Luncheon Club	400	400	0	0	0	0	0	500		0	0	0
4364 Age Concern Denham	500	500	0	0	0	0	0	500		0	0	0
4369 Colne Valley Park CIC Cont.	2,000	2,000	0	0	0	0	0	0		0	0	0
4372 Cricket Club	600	0	0	0	0	0	0	0		0	0	0
4373 Denham Youth Club	1,500	1,500	0	0	0	0	0	500		0	0	0
4377 Carers Bucks	1,400	1,000	0	0	0	0	0	0		0	0	0
4378 First Responders	1,800	1,800	0	0	0	0	0	0		0	0	0
4379 Bowls Club	475	475	0	0	10,500	0	10,500	455		10,500	0	0
Overhead Expenditure	9,525	7,875	0	0	10,500	0	10,500	1,955		10,500	0	0
Movement to/(from) Gen Reserve	(9,525)	(7,875)			(10,500)		(10,500)	(1,955)		(10,500)		
125 Insurance												
4275 Insurance for Office/Public etc	2,500	2,375	0	0	2,500	0	2,500	0		2,500	0	0
Overhead Expenditure	2,500	2,375	0	0	2,500	0	2,500	0		2,500	0	0
Movement to/(from) Gen Reserve	(2,500)	(2,375)			(2,500)		(2,500)	0		(2,500)		

Continued on next page

at 16:10

**Denham Parish Council Current Year
Annual Budget - By Centre**
Note: Full Council Meeting 9th October 2017

	<u>Last Year</u>		Brought Forward	Net Virement	<u>Current Year</u>				Total	Actual YTD	<u>Next Year</u>		
	Budget	Actual			Agreed	EMR					Agreed	EMR	Carried Forward
130 Communities & Events													
1120 Events - Donations	0	3,859	0	0	0	0	0	0	0	266	0	0	0
Total Income	0	3,859	0	0	0	0	0	0	0	266	0	0	0
4380 Annual Newsletter	1,000	336	0	0	1,000	0	0	1,000	400	0	1,000	0	0
4382 Website/email domain name	6,700	497	7,000	0	0	0	0	7,000	2,247	0	0	0	7,000
4387 Notice Boards (Repairs)	500	176	0	0	500	0	0	500	26	0	500	0	0
4389 Survey Residents Views	4,000	0	4,000	0	0	0	0	4,000	0	0	0	0	4,000
4560 Commemorative Events	800	798	0	0	1,500	0	0	1,500	0	0	1,500	0	0
4565 Festive Lights	3,000	2,030	0	0	3,000	0	0	3,000	0	0	3,000	0	0
4570 Events	5,000	4,982	0	0	5,000	0	0	5,000	1,564	0	5,000	0	0
4575 War Memorial - renovations	2,150	216	0	0	1,000	0	0	1,000	0	0	1,000	0	0
4900 Community Projects	7,500	40	7,500	0	0	0	0	7,500	0	0	0	0	7,500
Overhead Expenditure	30,650	9,073	18,500	0	12,000	0	0	30,500	4,237	0	12,000	0	18,500
Movement to/(from) Gen Reserve	(30,650)	(5,214)			(12,000)			(30,500)	(3,971)		(12,000)		
135 General Services													
1168 Devolved Service-Grass cutting	9,233	0	0	0	0	0	0	0	9,233	0	0	0	0
1169 DevolvedService-Hedge flailing	1,399	0	0	0	0	0	0	0	1,399	0	0	0	0
1170 DevolveService-R.o.W clearance	1,399	0	0	0	0	0	0	0	1,399	0	0	0	0
1171 Devolved Service-Siding out	560	0	0	0	0	0	0	0	560	0	0	0	0
1172 Devolved Service-General Maint	1,399	0	0	0	0	0	0	0	1,399	0	0	0	0
1175 Miscellaneous Income	0	3,668	0	0	0	0	0	0	0	0	0	0	0
Total Income	13,990	3,668	0	0	0	0	0	0	13,990	0	0	0	0

Continued on next page

at 16:10

**Denham Parish Council Current Year
Annual Budget - By Centre**

Note: Full Council Meeting 9th October 2017

	<u>Last Year</u>		Brought Forward	Net Virement	<u>Current Year</u>				Total	Actual YTD	<u>Next Year</u>		
	Budget	Actual			Agreed	EMR					Agreed	EMR	Carried Forward
4390 Electricity Supply	15,000	12,252	0	0	15,000	0	0	15,000	4,363	0	15,000	0	0
4391 Maintenance Contract-Lights	13,221	3,415	2,500	0	4,000	0	0	6,500	1,488	0	4,000	0	2,500
4392 Repairs-Light(o/s of contract)	8,200	8,102	7,500	0	0	0	0	7,500	0	7,500	0	0	7,500
4393 Major Works -Lights	7,500	333	0	0	56,221	7,500	63,721	50,079	56,221	7,500	56,221	7,500	0
4395 Broadway East Bollard Maint.	300	0	0	0	300	0	300	0	0	0	300	0	0
4396 Pyghtle Hedge Maintenance	500	59	0	0	500	0	500	65	500	0	500	0	0
4398 Bus Shelters - Maintenance	1,500	395	0	0	1,500	0	1,500	1,975	1,500	0	1,500	0	0
4399 Bus Shelters (Tri-E Cleaning)	500	143	0	0	500	0	500	0	500	0	500	0	0
4405 Seats (New)	1,000	28	0	0	1,000	0	1,000	0	1,000	0	1,000	0	0
4406 Seats (Maintenance)	500	0	0	0	500	0	500	0	500	0	500	0	0
4415 Grass Cutting Play Areas	4,200	3,336	0	0	6,000	0	6,000	2,507	6,000	0	6,000	0	0
4420 Safety Inspection	526	444	0	0	800	0	800	476	800	0	800	0	0
4421 New/Replace Equip/Surface	25,000	4,876	0	0	25,000	25,000	50,000	1,309	25,000	25,000	25,000	0	0
4422 General Maintenance	4,300	4,495	0	0	3,500	0	3,500	2,308	3,500	0	3,500	0	0
4431 Devolved Service-Grass cutting	14,400	10,920	0	0	16,000	0	16,000	4,151	16,000	0	16,000	0	0
4432 DevolvedService-Hedge flailing	2,000	533	0	0	2,000	0	2,000	580	2,000	0	2,000	0	0
4433 DevolveService-R.o.W.clearance	6,600	6,596	0	0	6,000	0	6,000	460	6,000	0	6,000	0	0
4434 Devolved Service-Siding out	2,000	0	0	0	2,000	0	2,000	0	2,000	0	2,000	0	0
4450 Alderbourne new lease and rent	225	225	0	0	225	0	225	225	225	0	225	0	0
4540 St Mary's - PCC Maintenance	1,100	1,100	0	0	1,200	0	1,200	0	1,200	0	1,200	0	0
4541 St Mary's - War Memorial maint	50	52	0	0	50	0	50	13	50	0	50	0	0
4550 Dog Waste Bins	350	7	0	0	350	0	350	7	350	0	350	0	0
4551 Tree,Shrub,Land Maintenance	2,000	1,804	0	0	9,500	0	9,500	377	9,500	0	9,500	0	0
Overhead Expenditure	110,972	59,113	10,000	0	152,146	32,500	194,646	70,383	152,146	32,500	10,000		

Continued on next page

at 16:10

**Denham Parish Council Current Year
Annual Budget - By Centre**

Note: Full Council Meeting 9th October 2017

	<u>Last Year</u>		Brought Forward	Net Virement	<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual			Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>(96,982)</u>	<u>(55,445)</u>			<u>(152,146)</u>		<u>(194,646)</u>	<u>(56,394)</u>	<u>(152,146)</u>		
145 Allotments											
1110 Allotments Rent Income	2,000	2,425	0	0	0	0	0	200	0	0	0
Total Income	2,000	2,425	0	0	0	0	0	200	0	0	0
4410 Allotments Pumps (Repairs)	500	0	0	0	500	0	500	0	500	0	0
4411 Allotments Rent (Bowyers)	500	440	0	0	500	0	500	0	500	0	0
4422 General Maintenance	500	691	0	0	500	0	500	497	500	0	0
Overhead Expenditure	1,500	1,131	0	0	1,500	0	1,500	497	1,500	0	0
Movement to/(from) Gen Reserve	500	1,294			(1,500)		(1,500)	(297)	(1,500)		
175 Way & Tilard Rec. Ground											
1160 Cricket Club (W&T) Income	800	542	0	0	0	0	0	362	0	0	0
1163 Bowls Club (W&T) Income	292	325	0	0	0	0	0	0	0	0	0
1165 Recharge - W&T Water	200	77	0	0	0	0	0	0	0	0	0
Total Income	1,292	944	0	0	0	0	0	362	0	0	0
4420 Safety Inspection	74	74	0	0	0	0	0	0	0	0	0
4422 General Maintenance	1,000	982	0	0	0	0	0	814	0	0	0
4461 W&T - Lime Tree Pollarding	3,000	0	0	0	0	3,000	3,000	0	0	3,000	0
4462 W&T - Water Rates (Cricket Cl)	300	128	0	0	300	0	300	60	300	0	0
4463 W&T - Mower/Tractor Maint.	500	0	0	0	0	0	0	0	0	0	0
4464 W&T - Fencing Repairs	500	52	0	0	0	0	0	0	0	0	0
4465 W&T - Outfield Mowing	500	0	0	0	0	1,500	1,500	0	0	1,500	0

Continued on next page

at 16:10

**Denham Parish Council Current Year
Annual Budget - By Centre**

Note: Full Council Meeting 9th October 2017

	<u>Last Year</u>		Brought Forward	Net Virement	<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual			Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Overhead Expenditure	5,874	1,236	0	0	300	4,500	4,800	873	300	4,500	0
Movement to/(from) Gen Reserve	(4,582)	(292)			(300)		(4,800)	(512)	(300)		
<u>195 River Misbourne Green</u>											
4500 River Misbourne (Village Rd)	800	273	0	0	1,500	0	1,500	143	1,500	0	0
Overhead Expenditure	800	273	0	0	1,500	0	1,500	143	1,500	0	0
Movement to/(from) Gen Reserve	(800)	(273)			(1,500)		(1,500)	(143)	(1,500)		
<u>200 Denham Village Green</u>											
1150 Village Green Garage Income	240	60	0	0	0	0	0	300	0	0	0
1151 Village Green Donations	240	75	0	0	0	0	0	0	0	0	0
Total Income	480	135	0	0	0	0	0	300	0	0	0
4422 General Maintenance	1,000	1,179	0	0	500	0	500	59	500	0	0
4510 DVG - Repainting Railings	0	0	0	0	1,000	0	1,000	0	1,000	0	0
Overhead Expenditure	1,000	1,179	0	0	1,500	0	1,500	59	1,500	0	0
Movement to/(from) Gen Reserve	(520)	(1,044)			(1,500)		(1,500)	242	(1,500)		
<u>205 High Denham Play Area</u>											
4420 Safety Inspection	0	0	0	0	600	0	600	0	600	0	0
4520 HDPA - Refund	600	600	0	0	0	0	0	600	0	0	0
Overhead Expenditure	600	600	0	0	600	0	600	600	600	0	0
Movement to/(from) Gen Reserve	(600)	(600)			(600)		(600)	(600)	(600)		

Continued on next page

at 16:10

**Denham Parish Council Current Year
Annual Budget - By Centre
Note: Full Council Meeting 9th October 2017**

	Last Year		Brought Forward	Net Virement	Current Year				Total	Actual YTD	Next Year		
	Budget	Actual			Agreed	EMR	Agreed	EMR			Carried Forward		
210	<u>Cricketfield Bungalow</u>												
1130	Crickettfield Bungalow Income	17,940	17,235	0	0	0	0	0	0	9,120	0	0	0
	Total Income	17,940	17,235	0	0	0	0	0	0	9,120	0	0	0
4420	Safety Inspection	150	0	0	0	150	0	0	150	0	150	0	0
4422	General Maintenance	1,732	100	0	0	3,000	0	0	3,000	1,201	3,000	0	0
4423	Miscellaneous expenditure	1,268	1,268	0	0	500	0	0	500	0	500	0	0
4530	CB - Rental Commission	2,000	2,095	0	0	2,000	0	0	2,000	1,165	2,000	0	0
4531	CB - Water Rates	300	95	0	0	300	0	0	300	88	300	0	0
4532	CB - Council Tax (no tenants)	500	0	0	0	500	0	0	500	0	500	0	0
	Overhead Expenditure	5,950	3,558	0	0	6,450	0	0	6,450	2,454	6,450	0	0
	Movement to/(from) Gen Reserve	11,990	13,678			(6,450)			(6,450)	6,666	(6,450)		
220	<u>Miscellaneous</u>												
1161	Denham United FC Rent Income	750	675	0	0	0	0	0	0	375	0	0	0
	Total Income	750	675	0	0	0	0	0	0	375	0	0	0
	Movement to/(from) Gen Reserve	750	675			0			0	375	0		
250	<u>DULFC Changing Rooms Build</u>												
1200	DULFC Funding	0	20,596	0	0	0	0	0	0	0	0	0	0
1205	FA Foundation Facilities Fund	0	75,297	0	0	0	0	0	0	11,111	0	0	0
1210	FA Stadia Improvement Fund	0	54,196	0	0	0	0	0	0	7,393	0	0	0
	Total Income	0	150,089	0	0	0	0	0	0	18,504	0	0	0

Continued on next page

at 16:10

**Denham Parish Council Current Year
Annual Budget - By Centre**

Note: Full Council Meeting 9th October 2017

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4805 Project Manager	0	4,805	0	0	0	0	0	0	0	0	0
4810 Building Works	0	153,193	0	0	0	0	0	24,275	0	0	0
Overhead Expenditure	0	157,998	0	0	0	0	0	24,275	0	0	0
Movement to/(from) Gen Reserve	0	(7,909)			0		0	(5,771)	0		
Total Budget Income	140,187	283,028	0	0	0	0	0	133,622	0	0	0
Expenditure	268,730	312,668	50,184	0	317,101	37,000	404,285	141,529	317,101	37,000	50,184
Movement to/(from) Gen Reserve	(128,543)	(29,640)			(317,101)		(404,285)	(7,907)	(317,101)		

Financial Information for full Council Meeting on 9th October 2017

Payments to Approve

Company	Reason	Gross Amount	VAT
SSE Enterprise	Final Invoice, Phase 1	£3,685.58	✓
Came & Co	First Payment of 3yr insurance contract	£2,297.29	✓
Denham Parochial Church	Upkeep of closed churchyard donation	£1,200.00	
William Boyer	Allotment Half-Year Rent	£220.00	
First Service Maint	RoW First Cut	£1,512.37	✓
Casablanca Marquees	Deposit - Marquees for Christmas Fayre	£800.00	✓
SoloProtect	Service Charge	£22.74	✓
HMRC PAYE	Tax & NI for Office Staff	£4,216.54	
St Marks Church Hall	Room Hire 14.09.17	£42.00	
HCI Data Ltd	Web Name Registration	£130.80	✓
Office Staff Salaries	CoClerk & Admin Assistant	£1,799.03	
Colne Valley CIC	Annual Contribution	£2,400.00	
P Newell	Grass Cutting	£350.00	
Nexus	Meeting attendance Web/Tablets	£72.00	✓
SSE Enterprise	Monthly Maintenance Charge	£357.12	✓
TOTAL		£19,105.47	

4th October 2017

Minutes of the PARISH COUNCIL meeting

Held on Monday 11th September 2017 at 7.30pm in the Parish Council Office, Denham

Cllrs.	Mrs M Heath (Chairman)	Miss S Jefferys
	Mrs M Skelton (Vice-Chairman)	# Dr J Newby
	Mr A Hans	## Dr G Hollis
	Dr J Walsh	Mrs S Williams
	Mr W Davey	Mr S Sproul
	# Mr A Pamment	# Ms K Bowen
	Roger Reed	

Resident Mrs E Austin

Clerk Mrs Jane Lawrence
Co Clerk Mr R Hill

- Apologies for Absence
Apologies denoted by # above, ## no apologies received.
- Public Session
Resident Mrs Edna Austin was welcomed.
- Chairman's Report
Cllr Heath attended the 2nd meeting of the Parish Liaison Working group in Aylesbury, She lobbied Paul Hodson and Noel Brown regarding LAF and also attended the Bucks MKALC meeting both on 26th July 2017. Papers were distributed at the meeting.
The Chairman sent a Travellers letter to garner support for a change in the law for trespass to Cllr Nick Naylor, Cllr Roger Reed, Cllr Guy Hollis, Cllr Barry Harding, Ben Temple, Cllr Julia Walsh and our MP Dominic Grieve.
Cllr Julia Walsh met with Dominic Grieve on the 8th September to discuss the Travellers situation in Denham. Mr Grieve was very understanding and promised Cllr Walsh that he would discuss the issue with Mr Sajid Javid Secretary of State for Communities & Local Government. Cllr Walsh will follow up with a letter.
- Notification of any urgent other business to be taken under item 22
Denham Village Charity
- Matters dealt with under Urgent Action since Last Meeting
Car accident at Misbourne railings.
Issues arising from the reporting of the accident was that it had to be reported to Amersham Police station where they were unable to give a crime number for insurance purposes. If the Clerk was to get a crime number they would have to contact Oxford. The matter has now been dealt with and a crime number obtained with the help of PC Dobbins in Denham.
- Reports from County Councillor
Cllr Roger Reed updated the Parish Council on the following matters:
Travellers: He spoke to Dominic Gieves 14 weeks ago and asked him to lobby to get Trespass to be a criminal offence then police can then take action.
LAF: Cllr Reed informed us that he will be chairing a LAF meeting on the 4th October

2017 at the Denham Parish Council Office with representatives' from each Parish or Town Council.

Cllr Heath to represent Denham. Gerrards Cross has indicated that it will not attend. There will be £20,000.00 for projects.

Attendees will include TV Police & Transport for Bucks.

Work on the A412 slip road is due to start this month, Rectory Lane & Slade Oak Lane Spring 2018 and the A40 by July 2018 weather allowing.

Parish Plan: Cllr Reed informed us that he voted in support of the Parish Neighbourhood Plan recognising that Higher Denham had had their plan overturned.

HS2: Colne Valley protesters caused many problems with demonstrations but he said these people were not residents

Village School: The local education authority have met with the County Council and the School's governing body where they have identified significant issues, low numbers of pupils, high turnover of staff and rates of pay. They have approximately 30 children and struggled to form a reception class. A consultation on a range of options will be taking place in October.

Denham Green Academy figures have increased in July. A consultation will be held to discuss whether they would be considered a small rural school enabling them to get help from government grants due to status.

Hollybush Landfill Site: Cllr Reed informed the Parish Committee that the minutes of the 11th July 2017 planning meeting were incorrect. Chair of Planning, Cllr Jefferys, is to investigate and make a statement.

7. Reports from District Councillors

Nothing to report.

8. Associate Members

All AGREED to welcome Edna Austin as an Associate & she and signed the papers.

9. Reports from Outside Bodies

Minutes from Denham Aerodrome showed no complaints re noise but had had problems with travellers' and have barricaded the Squadron House. Edna Austin noted that there had been less noise than there used to be.

10. New Charity

The Denham Community Trust

It was agreed to go with the chosen logo. All agreed that the documents from the solicitors' were in order. Cllr Hans proposed to accept formation of the charity under the agreed constitution. Seconded by Cllr Walsh.

The domain name for the new charity will be denhamcommunitycharity.org

11. Nexus and IT/Website Issues

It was proposed at the Communities meeting on the 22nd August 2017 that we work with another website provider as the current website provider has not met a detailed programme

deadline of 4th August 2017. Vision ICT is a company that has worked with NALC and The Society of Clerks and will produce a website in 30 days. Four references have been taken. Over 11 years they have delivered on time and within budget and were within £50.00 of the Nexus price.

It was proposed to work with Vision ICT by Cllr Walsh and seconded by Cllr Heath. Cllr Heath mentioned there was no need to involve email changes along with the website. Cllr Heath reminded all councillors that the content of the website was to come from them as previously requested and to be interactive with Susan who will be putting content together. Cllr Heath asked for support for the website it was AGREED.

12. Denham Parish Council Website and Domain Name

The website name denhambuckspc.gov.uk was refused by the naming committee because there is more than 1 Denham and there was no hyphen.

It was agreed that denhambucks-pc.gov.uk would be acceptable. Cllr Heath stated the reason for .gov is to show the Parish is a council.

Cllr Jefferys proposed a vote. 5 votes to 4 in favour of denhambucks-pc.gov.uk

All **AGREED** with a 50% upfront payment to be made to Vision ICT.

13. Neighbourhood Plan

Thanks were given to Alan Head who had produced the Terms of Reference document.

The outcome of the planning meeting on the 22nd August was to amend 3 items.

5A – take out “at least” this would leave 5 DPC Councillors and the balance being representatives from residents and key organisation in the parish.

7A – insert 3rd Wednesday in month at 7.15 pm

7G – Insert another line “details of all meetings to be circulated to DPC Planning Committee for all documents to be agreed.

Neil Homer from RCOH confirmed a change of name to ONEILLHOMER LTD all other legal and contact details will remain unchanged.

Resident Alan Head will Chair the Neighbourhood Plan Working Party Committee. All were in agreement that Alan Head would be an excellent Chair.

Clerk to advise Alan Head of updates to Terms of Reference

14. Review of Leases and Rents

Still problems with Cricket Club. A surveyor is still required. **Co Clerk** to pick up quotes to move forward.

15. Tablets for Councillors

Cllr Walsh said 2 tablets were still with Nexus and were not updated as his team were not briefed. Clerks to have meeting with Nexus on Wednesday 13th September 2017. Cllr Walsh is unable to attend so has nominated Cllr Hans but he also is unable to attend. Cllr Heath said she would prefer the clerks to go ahead with the meeting and report back.

Co-Clerk to put a set of questions to Dan Turner from Nexus with regards to providing continuing support and additional email addresses and associated costs.

It was noted that problems with the website were due to lack of website content from the Parish and not with Nexus.

16. Correspondence List

Noted by the members.

17. Highway Considerations

A Consultation on Draft transport Development Management Policy has been received. The **Co-Clerk** to draft a response.

18. Public Forums

The first of the Public Meetings was held on the 6th September 2017. Approximately 30 people attended.

The questionnaires produced volunteers for the Good Neighbour Scheme and 8 litter pickers along with a lively debate about local issues from residents.
The next two meetings will take on a different format to enable residents and councillors to be interactive.
The next meetings are on the 14th & 19th September 2017.

19. External Audit 2016/2017

The external audit was completed on time and is now in progress. We await their report.

20. Electors Rights

In accordance with requirements, Electors Rights notices were displayed on website and notice board and no enquiries were requested. A letter was sent to Mazzars to confirm as requested that the Electors Rights were displayed on the Parish website 2016/2017 signed by the Chairman.

21. Financial Matters and Reports

- (i) Payments and Receipts: a list of **Payments made totalling £49,494.57** and **Receipts received totalling £14,348.48** made between the **4th July 2017 and the 5th September 2017** is included with papers for this meeting. (See Barclays Transactions List) Noted by the members.
- (ii) Bank Balance: The Barclays current account balance at 5th September 2017 is £153,910.10. Noted by the members
It was agreed that the **Clerk** should re-look at opening a deposit account as the FCA compensation scheme only covers deposits up to £85K this still being looked into.
- (iii) An Expenditure and Budget Report against Budget was circulated to members at the meeting. Noted by the members.
- (iv) Payments to Approve: a list of payments to approve of **£25904.92** had been included prior to this meeting. Approved by the members. The **Clerk** to compile a list of Direct Debits for the next meeting.
- (v) Financial Regulations Tenders: At the last full Council it was agreed that the levels for tendering were increased to the suggested limits set by EU legislation. This has been amended in the Financial Regulations. It was **AGREED** to set the entry level of £500.00 before three quotes are required. This has now been discussed further and has been raised to £2500.00 and £3000.00 if specialised. Proposed Cllr Hans and seconded by Cllr Sproul.
- (vi) Insurance: 3 Quotes have been received from Came & Co which are enclosed with papers for this meeting, this includes like for like cover plus the addition of insurance cover on the war memorial for one year only. It was agreed that the parish would take a 3 year option of **£2297.29 with Inspire**.
Proposed by Cllr Heath and seconded by Cllr Jefferys.

22. Approval of Parish Council Minutes

The minutes of the Full Council Meeting held on the 10th July 2017 were proposed by Cllr. Heath, seconded by Cllr. Williams and agreed without matters arising.

The minutes of the Extraordinary Council Meeting held on the 17th August 2017 were proposed Cllr Walsh and seconded by Cllr Williams and agreed with the following matters arising: Change the spelling of Cllr Han to Hans on agenda and minutes. **Clerk** to deal.

23. Approval of Committee Minutes

To approve the minutes of the Committees below and matters arising.

The minutes of the Extraordinary Charity Meeting held on the 17th August 2017 were proposed Cllr Walsh and seconded by Cllr Williams and agreed with the following matters arising: Change the spelling of Cllr Han to Hans on agenda and minutes. **Clerk** to deal.

The minutes of the Planning Committee Meeting held on 11th July 2017 were proposed by Cllr. Hans, seconded by Cllr. Walsh and agreed with the following matters arising: It was pointed out by Cllr Roger Reed that there were inaccuracies in comments made with regards to Hollybush Lane Landfill Site. This is to be investigated by Chair Cllr Jefferys and a statement made.

The minutes of the Planning Committee Meeting held on 25th July 2017 were proposed by Cllr. Jefferys, seconded by Cllr. Sproul and agreed with no matters arising.

The minutes of the Communities Committee Meeting held on 25th July 2017 were proposed by Cllr. Williams and seconded by Cllr. Jefferys and agreed with no matters arising.

The minutes of the Planning Committee meeting held on the 22nd August 2017 were proposed by Cllr Williams and seconded by Cllr Jefferys with the following matter arising: A new road off Denham Green Lane was named by the parish as Newstead Road instead of Newstead Lane. **Clerk** to inform South Bucks District Council of the decision.

The minutes of the Communities meeting held on 22nd August 2017 were proposed by Cllr Williams and seconded by Cllr Hans with the following matters arising: HS2 Documents to be redistributed by **Cllr Williams** on behalf of the **Clerk**

The minutes of the Services Committee meeting held on 4th September 2017 were proposed by Cllr. Heath and seconded by Cllr. Walsh with the following matters arising: £1700.00 is to be distributed to Higher Denham to help maintain playground equipment. It was noted that Higher Denham do a very good job of looking after their Playground.

Clerk to arrange payment.

Small amendments on minutes corrected by **Co-Clerk**.

24. Any Other Business

Denham Village Green Charity

It was noted that The Denham Village Green Charity needs a separate bank account of its own.

A resolution was passed that the **Clerk** will arrange to open an account with Metro Bank. The balance will be transferred and the amount of money to be transferred to the Charity will be decided when budgets are agreed at the end of the year. Appointed signatories will be Cllr Heath, Cllr Hans and Clerk/RFO. Any two of the three signatories will be able to sign with Clerk/RFO dealing with day to day matters. Proposed by Cllr Heath and seconded by Cllr Williams.

Cllr Skelton enquired where money for the Charity was to come from as many of the people who used to donate have now passed away. It was suggested that the Parish should

renew the process of sending letters to villagers to request donations and a questionnaire to be considered.

Other items to be put on Communities Agenda will include:

Bandstand on green and events throughout the year.

Donations and Questionnaires

Seats on green

Should dogs be stopped from going on the green or just put up a sign pick up after your dog and keep it on a lead

Look into whether dog poo can be mixed with normal rubbish

Food market on green

Councillor's were reminded to attend Public Forum Thursday 14th at St Marks Hall.

25. Date of Next Meeting

To confirm the date of the next meeting as **Monday 9th October 2017** starting at 7.30pm. with a Public Session In the Parish Council office.

At this point, the members of the public and Mrs Lawrence left the meeting.

26. **Part 2.**

With no members of the press or public present, it was agreed to proceed to **Part 2.**

The meeting closed at 9.30pm.

Jane Lawrence Clerk - Denham Parish Council.

11th September 2017

MINUTES OF THE FULL COUNCIL MEETING – MONDAY 10th JUNE 2017

PART 2 - CONFIDENTIAL

The Press and Public are entitled to attend this meeting. However, the Council may pass a resolution excluding them at any time or at any stage of the proceedings on the grounds that specified items of business may involve the likely disclosure of exempt information.

Members are reminded that they should declare publicly any interest that they might have in any matter (whether it is apparent in the agenda or not) immediately prior to any discussion on it. They should state whether it is a personal interest only, or a prejudicial interest as well, and what the nature of the interest is.

1. Approval of Part 2 Minutes

The Part 2 minutes of the Full Council Meeting held on Monday the 10th July 2017 were proposed by Cllr. Heath and seconded by Cllr. Williams and agreed with no matters arising.

Jane Lawrence

Chair to sign

Minutes of the PLANNING Committee Meeting

Held on Tuesday 12th September 2017 at 7.00pm in the Council Office

Cllrs:	Miss S Jefferys (Chairman)	# Mrs M Heath (ex officio)
	## Mr G Hollis (Vice-Chairman)	Miss S Williams
	Mr S Sproul	#Mrs M Skelton
	#Ms K Bowen	Dr Julia Walsh (ex officio)

Resident Ms Edna Austin

Clerk: Mrs Jane Lawrence

Aims and Objectives of the Planning Committee

To be open and accountable on all Parish planning matters

Regular and adequate Training of Committee Members

Awareness of current Planning Legislation

1. Apologies for Absence
Apologies denoted by # above
2. Review of Aims and Objectives
Agreed as current.
3. Notification of Urgent Matters to be taken under item 12
Complaint re 69 Denham Green
4. Matters dealt with under Urgent Action since Last Meeting
None
5. Correspondence List
No requests had been made to the Clerk for items on the Correspondence List. Noted by the members.
6. Planning Permissions Granted
The committee noted the following:
0693/17 17/01173/FUL Flat 1, Hillview, Oxford Road, Denham.
0709/17 17/01101/FUL 38 Woodhurst Drive, Denham Green, Denham
0721/17 17/01252/FUL 16 Middle Road, Higher Denham, Denham
0740/17 17/01143/FUL 109 Tilehurst Way, Denham Green, Denham
0745/17 17/01293/LBC Deluxe Laboratories, Denham Media Park, North Orbital Road
0744/17 17/01306/LBC Sothlands Manor, Denham Road, Denham
0774/17 17/01305/FUL Southlands manor, Denham Road, Denham, UB9 4GY

The committee requested a letter be sent to Bucks County Council/South Bucks District Council and Cllr Roger Reed as the Parish Council were not consulted with regards to the following application:

0747/17 17/01617/CM New Denham Quarry

Application to Bucks County Council for Application to discharge Conditions 21 and 22a (Noise monitoring and mitigation scheme) 23 (Dust, Fibre and particulate Management Plan) 28 (Haul Routes) 41 (Landscaping Scheme) 48 (Ecology Buffer Report) 49 (Management and Restoration Plan) 50 (Written Scheme of Investigation for Archaeological

Evaluation) 54 (information to satisfy condition Rights of Way warning signs) and 55 (Information to satisfy condition – Rights of Way – Bridge design) of consent CM/23?16 for the proposed northern extension to existing sand gravel extraction at New Denham Quarry, Denham Road, Denham, Buckinghamshire (BCC ref AOC/0055/17

7. Certificate of Lawfulness

0731/17 17/01259/CLOPED 22 Denham Close, Denham

0775/17 17/01322/CLOPED 59 Knighton Way Lane, New Denham, UB9 4EQ

8. Planning Refusals

0710/17 17/01250/FUL Briar Cottage, Old Amersham Road, Denham

0775/17 17/01228/FUL Stoney Hill, Bakers Wood, Denham

9. Current Planning Applications (comments requested by SBDC).

See attached correspondence list refs:

0691/17 17/01554/FUL Damarjen, Hollybush Lane, Denham. Two storey side extension and loft conversion incorporating front and rear dormers.

DPC Comment: No objection subject to report from relevant water authorities.

0724/17 17/01535/FUL 60 Middle Road, Denham, Single storey side extension

DPC Comment: No objection

0733/17 17/01590/FUL 16 Nightingale Way, Denham Green, Denham, Single Storey rear extension.

DPC Comment: No objection

0739/17 17/01464/FUL 48 Moorfield Road, Denham Green, Denham. Single storey rear extension.

DPC Comment: No objection

0742/17 17/01587/FUL 7 Sheepcote Gardens, Denham Green, Denham. Two storey side extension,

DPC Comment: No objection

0743/17 17/01649/TPO Rivermead, Oxford Road, Denham, Willow (T1). Reduce branches/stem back to sound wood, Willow (T2) Fell, Willow (T3) Girdle Ivy at base of tree, Willow (T4) Crown reduction, Willow (T5) Fell, Elder (T6) Fell, (SBDC TPO No. 4 1969).

DPC Comment: No objection

0773/17 17/01656/FUL Briar Cottage, Old Amersham Road, Denham, SL9 7BE. Replacement dwelling.

DPC Comment: No objection

0668/17 17/01496/FUL Les Arbres, Denham Avenue, Denham, UB9 5ER. Part single/part two storey/rear extensions (Amendment to planning permission 17/00638/FUL)

DPC Comment: No objection subject to not exceeding permitted footprint of greenbelt

0776/17 17/01571/FUL 88 Oxford Road, New Denham, Denham, UB9 4DW. Part two storey/part first floor front/side extension.

DPC Comment: No objection subject to it remaining as 1 dwelling

0777/17 17/01673/FUL The Stables And Paddock, Willetts Lane, Denham. Construction of agricultural storage building.

DPC Comment: Over development in greenbelt area

0778/17 17/01588/FUL Rosewood, Hollybush lane, Denham. Roof extension incorporating rear dormers and front and rear roof lights.

DPC Comments: Over development in greenbelt area

10. Any Other Matters (agreed under item 3 above)

Complaint re 69 Denham Green from Steve Bucks. Letter sent to South Bucks District to inform them that we have noted the comments. Letter copied to Cllr Reed, John Hollands S Ingall.

It was reported by Cllr Roger Reed at the Full Parish Council meeting on Monday 11th September 2017 inaccuracies were taken in the minutes at the 11th July 2017 planning meeting with regards to the Hollybush Lane Landfill Site. The items included possible inaccuracies recording of the amount of movements by HGV, the hours that they will operate and the building of a footpath that was agreed as part of the requirements of S106 to give safe passage to school children to walk to and from school bus at the Toby Carvery.

An investigation by the Chair of planning will now take place and a statement issued. The Clerk has been asked to investigate using a FOI request or other means to determine how many children living Denham are currently at Chesham Grammar and other secondary schools in Chesham.

The minutes of the meeting held on the 22nd August 2017 need to record that the naming of a new road off Denham Green Lane as Newstead Lane instead of Newstead Road.

11. Next Meeting

To confirm the date of the next meeting as **Tuesday 3rd October 2017** at **7pm** in the Parish Council Office.

The meeting closed at 8.45 pm

Jane Lawrence Clerk
Denham Parish Council
12/07/2017

Clerk: Jane Lawrence (JL) & Roy Hill (RH)

1

1709/06	<u>Jazz on the Village Green.</u> WD is preparing a list of Bands for next year's programme of events and has been requested, by SW, to provide full details of all bands booked.	Cllr Davey To source entertainment for next year
1707/02	<u>Armed Forces Day Saturday 30th June 2018</u> Rev Lindner has AGREED to make the arrangement for the Service to celebrate Armed Forces Day. SW reported that he had AGREED that we could use the church grounds for a social events to follow the service. It was AGREED that we should provide Cakes and Sandwiches and teas and coffees.	SW to progress
1707/03	<u>WW1 Centenary Sunday 11th November 2018</u> It was AGREED that we should hold the main event, of the year, to commemorate the ending of the War earlier than November and that we should plan for a Street Party through the Village. SJ to source more information.	SJ and SW to progress
1706/02	<u>Denham Green Christmas Fayre 29th November 2017 6 - 8pm</u> The following arrangements were AGREED: • Stallholder charges to be priced at £26. • RH to prepare Sponsorship request letters to Martin – Bakers; Weston Homes and McCarthy & Stone. • SW to contact Chiltern Railways re Car Parking. • Free Stalls to be offer to the Police and First Responders who are to be asked to provide First Aid if required. As the Dolly Mixtures are not available we need to identify an alternative entertainer, PA Equipment and compere.	SJ Action RH Action SW Action SJ Action SJ Action
1706/03	<u>Denham Village Green Christmas Carols 8th December 2017</u> It was agreed that better lighting was needed for the choirs and the band this year. SJ to look into.	SJ Action
1603/13	<u>Other Matters</u> <u>Website Update</u> Cllr. Walsh advised the meeting that Dan Turner at Nexus was away from the office on holiday. The deadline of the 18th August promised by Mr Turner in an email to Cllr. Walsh had passed with no communication from him. The date of the 25th August for final changes to the website was now looking unlikely. The invoice promised by Mr Turner for the website deposit had not been sent either. There had also been a number of IT issues with the connection to the cloud dropping out. Cllr. Walsh suggested contacting Vision IT who had quoted between £1200.00 and £1500.00 for a new website. Cllr. Williams moved a motion to take to Full Council to remove the responsibility for the website from Nexus and approach Vision ICT. The Parish Council to keep the IT services with Nexus for the time	

	being, seconded by Cllr. Hans and agreed.	
16/06/06	<u>WW1 War Memorial Update</u> Talks with the War Memorials Trust are ongoing. A grant is still available for any restoration and cleaning up to 75% of the cost. Contact has been made with three restorers; Ross Stonecraft in Slough, Boden and Ward in Northampton and Creative Memorials in West Wycombe. An appointment has been made with Ross Stonecraft to assess the memorial on Tuesday 22nd August 2017 at 10.00am. We await dates from the other two companies. Boden and Ward come recommended by Chalfont St Peter PC. Cllr. Williams expressed her disappointment that the Clerk had not kept her in the loop with regards to this matter.	Clerk progressing
1607/06	<u>Parish Maps</u> Copy had now been finalised and needed checking. Copies of the text had been circulated to members prior to the meeting and a marked up map was distributed at the meeting. Minor corrections were noted for the Clerk to make. The Clerk to action the map retouching and art work creation.	Clerk progressing
1609/06	<u>Event Check List</u> Ongoing whilst recognising that additions can be added as and when they are identified.	
1609/07	<u>Village Green Bandstand</u> Deferred from the last meeting it was agreed that Cllr Jefferys would look into it on her return from holiday.	Cllr Jefferys progressing
1706/04	<u>Annual Parish Meeting</u> The May Coles room has been booked for the 15th May 2018	Banner required. Clerk to raise deposit for hall.
1706/07	<u>Funding Opportunities</u> This item is ongoing.	Clerk progressing
1610/07	<u>Volunteer Vacancy Role Description</u> This item is ongoing.	
1709/06	<u>Correspondence List</u> There had been no correspondence received for the committee.	
1709/07	<u>Banners</u> Banners that we have were checked to make sure in good condition and the old ones destroyed. New banners will have changeable numbers, room or event to save ordering new ones each year. Banners kept were: Volunteers banner for Village Fayre Serving Our Community Denham Green Fayre	Cllrs Jeffery & Williams to arrange
1709/08	<u>Any other matters agreed under item 1707/03 above</u> None.	

1709/09	<u>Date of Next Meeting</u>	
	It was confirmed that the next scheduled meeting will be held on Tuesday 26th September 2017 at 8pm in the Council Office	
	The meeting closed at 9.35pm	

Roy Hill
Co Clerk
29th August 2017

Minutes of the SERVICES COMMITTEE Meeting

Held on Monday 2 October 2017 in the Council Office at 8.00pm

Cllrs Mrs M Heath (MH) - Chairman # Mrs S Williams (SW) - Vice-Chairman Mr W Davey (WD) Mr A Pamment (AP)	Dr J Newby (JN) Mrs M Skelton (MS) Mr S Sproul (SS) Dr J Walsh (JW)
---	--

Co Clerk Mr Roy Hill (RH)

Item Number	Minutes of the Meeting	Actions to be taken
1710/00	<u>Aims and Objectives of the Committee</u> Were endorsed and approved.	
1710/01	<u>Apologies for Absence</u> As denoted by # above No apologies received ##	
1710/02	<u>Notification of any urgent matters to be taken under item No 1710/17</u> 1. Change of Meeting Day of Month and Time. 2. Weeds	
1710/03	<u>Matters dealt with under urgent action since the last meeting on Monday 4 September.</u> 1709/13/1 - Consultation on Draft Transport Development Management Policy JW asked the CO Clerk to provide a report on our response. The Co Clerk informed the committee that on going through the questions in the consultation it became apparent that there was no easy way for him to prepare a response on behalf of the Committee.. Cllr Jefferies had prepared a response on behalf of the Council which confirmed that whilst in the main the council supported the draft Policy we felt that it should be encouraging developers to accept an on-going responsibility for the maintenance of grassed area and planted trees, this was based on recent experience at James Martin Close. MH also expressed a view that Policy was lacking in guidance on the provision of electric car charging facilities. It was AGREED that the Co Clerk write to BCC expressing these points.	Co Clerk to write to BCC expressing the views of the Committee.
1710/04	<u>Correspondence List.</u> None	
1710/05	<u>Financial Report.</u> Noted.	
	<u>Devolution of Services Update</u> 1. Grass Cutting The Co Clerk informed the Committee that the 4 th cut was due	

	to commence on Wednesday 4 October leaving one more cut for this calendar year and one for March 2018.	
1710/07	<u>New Denham Allotments</u> 1. Best Kept Allotment Competition MH reported of the successful event held on Sunday 27 September and the Committee were very supportive of repeating the format used for future events. The main concerns expressed at the event were about the access gate, lack of sufficient water pumps, state of abandoned plots and void spaces. The Co Clerk informed the Committee that quotes were being sought to improve situation at the entrance gate and investigations to try and attract additional funding to improve the water situation. The committee AGREED that we should proceed with the moving of the gate as soon as satisfactory quotes have been received and that the Co Clerk be supported in his attempts to improve the water situation. MH reported that a number of plot holders had volunteered to get the Users Association started and the committee encouraged the earliest possible start.	Co Clerk to action improvement at entrance and further investigate the improvement with availability of water. Co Clerk to finalise the launch of Allotment Users Association with identified volunteers
1710/08	<u>Play Areas and Open Spaces</u> 1. Play Area Equipment The Co Clerk reported that he was still pursuing quotes for the replacement of Play equipment at the Alderbourne and that a report would be presented at next meeting. This would include Outside Gym Equipment and a Youth Shelter. The Committee noted the progress on the Lease preparation of the Alderbourne and Tilehouse Fields.	Co Clerk to prepare a report for the replacement Equipment.
1710/09	<u>Denham Cricket Club</u> The Co Clerk reported that progress had been made in identifying a surveyor to get the work needed to finalise the lease preparation.	Co Clerk to getting this finished asap
1710/10	<u>Lighting Consideration</u> The Co Clerk reported that SSE were awaiting a final delivery of lamphheads to complete the work as soon as possible. He further reported that a meeting had been arranged for 11 October to received a full update on situation and also to make progress on work required to commence work on A412 Footpath	
1710/11	<u>Highway Considerations</u> 1. A412 Footpath The Co Clerk to prepare a report for the next meeting following detailed discussions with SSE and follow on	Co Clerk to report back.

	discussions with TfB about further works and plans by them on Drainage and footway surfaces. 2. Village Road/Misborne River Fence. The Co Clerk reported that quotes were being sought for the repairs to the fence and that the matter was being dealt with by our insurers. 3. Old Rectory Lane The Co Clerk reported that work on improving Old Rectory Lane had taken place and that the potholes and ruts on the edge of the road had been attended to. JW confirmed that the road surface was very much better but expressed concern that a number of sunken manhole covers were still causing concern. She was asked to try and provide the locations of which ones were of concern and she said that she would report back. 4. Road Surfacing Plan The Co Clerk reported that some money had been made available for improvements to local roads. He had met with the Local Area Technician (Wayne Fabian) and the following roads had been prioritised and would be attended to Ashmead Lane, Denham Way, and junction of Tilehouse Lane/Tilehouse Way (top end). More roads may be possible.	Co Clerk to Progress JW to report back to Co Clerk Co Clerk to monitor
1710/12	<u>The Pyghtle</u> The Committee noted the report that The Pyghtle was scheduled for surfacing in this year's programme of works. The Co Clerk reported that Buckinghamshire Golf Club is due to start their 'cutting back' of their land adjoining the Pyghtle and that we were still waiting for Denham Place to confirm their plans. It was AGREED that we should proceed with the legal process to ensure that works were completed by Denham Place to meet requirements in a timely manner.	Co Clerk to process accordingly.
1710/13	<u>Gypsies and Travellers</u> MH informed the Committee that the Co Clerk was drafting a Policy Document of Illegal Encampments based on the one prepared by Three Rivers District Council. This would be reported to the next meeting of the committee.	Co Clerk to prepare and distribute.
1710/14	<u>Bus Shelters</u> The Co Clerk reported that an application for funding for a solution to solve the flooding issue at the A412/Village Road Bus Stops had been presented to LAF. We hope that the meeting on 4 October will approve this.	Co Clerk to process and report back.
1710/15	<u>Budget Preparation 2018/19</u> The Co Clerk distributed a Draft Budget Preparation Report making suggestions for increases/reductions to next year's budget. He had also	The Co Clerk to further

	added some new budget items as agreed at previous meeting. JW asked about the item on LAF Match Funding and the Co Clerk informed the meeting that often Match Funding was required, at least equal to, the amount of any LAF grant - NOTED	develop budget proposals as required
1710/15	<u>Local Area Forum</u> The Committee were updated on the First meeting to be held on 4 October. The Committee was informed that we were requested, at short notice, to make application for 2018/19 in order that TfB could cost bids. We had decided, following the public consultations, to seek to 'tidy up' the Station Parade Shops area by 'hard-landscaping' the grass verge to eradicate overgrown grassed areas under the railing fence that could not be maintained. – AGREED.	
1710/16	<u>Denham Scout Hut, The Pyghtle, Denham</u> The Co Clerk reported that we had now made contact with the scouts and the reason given for the delay was because they had had difficulty in the preparation of the sub-lease. They were hoping that this was now resolved and progress could be made.	Co Clerk to process and continue to press for resolution.
1710/17	<u>Other Business notified at 1710/02 above</u> Day of Month and Time of future meetings The Chairman recommended that we change future meetings from the First Monday of Month to the Third and also review the time of meetings. Services is now the only Committee to meet at 8pm. It was AGREED to change the day of month but to continue to meet at 8pm. Weeds MS commented that whilst the A412 had been great improved with regular grass cutting by TfB there was evidence that the Noxious weed, Flat Leaf Dock, had not been killed off and was growing again. She requested that we try and eradicate the growth by a course of Weed Spraying. The Co Clerk was asked to investigate with costs.	Co Clerk to actions. Co Clerk to investigate.
1707/16	<u>Date of Next Meeting</u> It was confirmed that the next scheduled meeting will be held on Monday 20 November 2017 at 8pm in the Council Office.	
	The meeting closed at 9.00pm.	

Roy Hill
Co Clerk